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# **Program Year 2004-05 Annual Action Plan Sandy City, Utah**



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Standard Form 424/HUD



**Executive Summary**  
**SANDY CITY FY 2004-05**  
**ACTION PLAN**

**Summary of Public Comment**

Sandy City held a public hearing on October 29, 2003 to solicit public comment on community and housing development needs. No public comment was received. Sandy City held a 30 day public comment period on the Consolidated Plan from March 22, 2004 thru May 3, 2004. No comment was received. The Sandy City Council held a subsequent public hearing on May 4, 2004, as part of a regular City Council meeting, to receive additional comment on the Sandy City Consolidated Plan and Annual Action Plan. All public hearings and comment periods were executed and in compliance as required by the Sandy City Citizen Participation Plan.

**U.S. Department of Housing and Urban Development**  
**CPD Consolidated Plan**  
**Funding Sources**

Entitlement Grant	\$475,000
Unprogrammed Funds (reallocated)	0
Unprogrammed Prior Year's Income not previously reported	85,171
Surplus Funds	0
Return of Grant Funds	0
Total Estimated Program Income	0
<u>Section 108 (Funds allocated for Senior Center Payment)</u>	<u>(238,182)</u>
<b>TOTAL FUNDING SOURCES</b>	<b>\$321,989</b>

**Estimated Program Income**

<u>Description</u>	<u>Grantee</u>	<u>Subrecipient</u>
1. Housing Rehab Program	0	\$0
<b>TOTAL PROGRAM INCOME</b>		<b>\$0</b>

***Resources - Non-Federal or Private***

As in subsequent years, Sandy City anticipates to have bank pool funds available for the Housing Rehabilitation Program to leverage both CDBG and Consortium HOME funds. These are the only non-federal or private funds expected to be leveraged this year.

***Geographic Distribution***

The areas to be assisted with CDBG funds are based on no particular demographic concentration other than Census generated LMI block groups.

These areas, as is so with much of Sandy City, have no minority concentrations. Sandy City

defines a minority concentration where a Census block group has greater than 30% minority population.

### ***Homeless and Other Special Needs Activities***

Several of Sandy City's projects will assist the homeless and at-risk housing groups. Examples are:

- The Transitional Housing Program will provide temporary housing for eligible persons and families looking to get into more permanent housing. This program will be funded through The Road Home (formerly known as Traveler's Aid Society).
- The Housing Rehabilitation Program will provide low/moderate income households the opportunity to protect and preserve their homes. Such programming assist in keeping our older, and therefore more affordable, homes within the housing stock of Sandy City.

### ***Other Actions***

Sandy City has recently undertaken a comprehensive planning program that will include analysis of not only land-use planning issues, but also economic development, business development, citizen needs and perceptions, and anticipated city services in the future.

Sandy City recognizes that many of the barriers to affordable housing that exist in the City are as a result of land speculation and pricing. With the assistance of the comprehensive planning that is underway, Sandy intends to mitigate, where possible, these barriers.

Sandy City will continue to solicit on an annual basis city needs and prioritization. On a bi-annual basis the city will conduct a city-wide perceptions survey to gather and evaluate the effectiveness of city programs and services.

As part of the overall plan, the city will continue to coordinate with Salt Lake County, Salt Lake County Consortium, non-profits, and other public organizations to provide needed services for the City, especially for those individuals and families that are low income or those considered as at-risk populations.

### ***Monitoring***

The Community Development Block Grant Coordinator will regularly monitor not only subrecipients in terms of compliance, but also in terms of consistence with the Consolidated Plan and Strategy. This will be accomplished through annual/bi-annual monitoring visits and monthly updates for Community Development Block Grant Committee review.



## **Source of Funds**

### **Federal Resources**

#### **CDBG**

For Fiscal Year 2004-05, Sandy City is expected to receive \$475,000 in Community Development Block Grant (CDBG) Funds from the U.S. Department of Housing and Urban Development. This is a decrease from FY03-04, where Sandy City received \$490,000 in CDBG funds to carry out eligible activities.

#### **HOME**

Sandy City is not a direct recipient of HOME funds from the U.S. Department of Housing and Urban Development. Sandy City is a participating member of the Salt Lake County Consortium. The County of Salt Lake is the administering jurisdiction of HOME funds for FY04-05. As a participating member of the consortium, Sandy City is scheduled to receive approximately \$85,000 for FY04-05.

HOME Program matching funds are leveraged County-wide through land donations, waiver of fees, and direct budget allocations for projects by participating jurisdictions from the Consortium.

#### **ESG**

Sandy City is not an eligible community under the Emergency Shelter Grant program operated by the U.S. Department of Housing and Urban Development, and does not receive annual funding.

#### **HOPWA**

Sandy City is not an eligible community under the Housing Opportunities for Persons with Aids operated by the U.S. Department of Housing and Urban Development, and does not receive annual funding. Sandy City participates on the Housing Board for Salt Lake City, who receives HOPWA funding, to select eligible projects.

### **State Resources**

The primary source of State of Utah funds originate from the Olene Walker Homeless Trust Fund, which provides grants and low-interest loans for eligible projects for low and moderate income housing. Federal Low-Income Housing Tax Credit Program (LIHTC) is available for low-income rental units.

### **Local Resources**

Sandy City is experiencing severe budget cut-backs, including a mid-year budget cut of 2% due to a declining economy, and has not set-aside direct funding from the General Fund budget expected to be adopted for FY04-05. The City will be evaluating existing city-owned vacant land for possible donation or use as sites for affordable single-family housing development within target areas of the community. In future years, the City will be tapping into tax increment from the Economic Development Area (EDA) to provide additional funds for eligible low-income housing and for rehabilitation of existing housing stock.

### Program Income Summary

In prior years, Sandy City received approximately \$40,000 annually in program income from our Housing Rehabilitation Revolving Loan Fund. The loan portfolio includes traditional monthly payback installment loans at an interest rate between 0% to 3%, and a deferred repayment schedule, typically conditioned upon the sale of the home or refinance of the home. The loan portfolio is not large, and the remaining loans all are to be repaid upon a deferred status - meaning upon the sale of the home. The few traditional installment loans that were remaining all defaulted in during FY02-03. An analysis of the defaults to study the reasons for default pointed to a common factor of a very poor economy and employment opportunity along with other rising costs for health care. **As the remaining loans are on a deferred payment status, no program income was received during FY03-04.**

#### **1. Program Income Expected to be Received**

##### Amount of Program Income to be Generated and Deposited into Revolving Loan Funds

It is not anticipated that the program will generate any program income to be deposited into the Revolving Loan Fund this year.

##### Total Amount to be Received from a Float-Funded Activity

Sandy City is not, and has not, proposing any float-funded activities in this program year, nor in prior program years.

##### Total Amount to be Received from a Prior Year Float-Funded Activity

Sandy City is not, and has not, proposing any float-funded activities in this program year, nor in prior program years.

#### **2. Program Income Received in Preceding Program Year Not Included in a Plan**

Sandy City has not received any additional program income not previously accounted for nor disclosed in a prior program year.

#### **3. Proceeds from a Section 108 Loan to be Used During the Year**

Sandy City has not received additional Section 108 loan guarantee funds during this program year.

#### **4. Surplus Funds from Urban Renewal Settlement**

Sandy City does not have any surplus funds from an Urban Renewal Settlement (did not participate in an urban renewal settlement activity)

#### **5. Grant Funds to be Returned to the Line of Credit**

Sandy City does not anticipate returning grant funds, as all expenditures to date have been for approved, previously included activities on prior years approved Annual Action Plans.

## Funding Sources Summary

### Entitlement Grant (includes reallocated funds)

CDBG	\$475,000
ESG	\$0
HOME	\$0
HOPWA	\$0
<b>Total</b>	<b>\$475,000</b>

### Prior Years' Program Income NOT previously programmed or reported

CDBG	\$0
ESG	\$0
HOME	\$0
HOPWA	\$0
<b>Total</b>	<b>\$0</b>

### Reprogrammed Prior Years' Funds

CDBG	\$85,171
ESG	\$0
HOME	\$0
HOPWA	\$0
<b>Total</b>	<b>\$85,171</b>

Total Estimated Program Income	\$0
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Section 108 Loan Guarantee Fund	\$0
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<b>TOTAL FUNDING SOURCES</b>	<b>\$560,171</b>
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Other Funds	\$0
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Submitted Proposed Projects Totals	\$560,171
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Un-Submitted Proposed Projects Totals	\$0
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## Statement of Specific Annual Objectives

The following Priorities and Objectives are included in the five-year Consolidated Plan (FY2000-2004) as adopted by Sandy City. Where applicable, the proposed projects to be funded are listed under the appropriate objective.

### Priority 1: Homeless Populations

**Objective 1:** Support operations and essential services of current shelters and transitional housing providers at locations convergent and accessible to the homeless population

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
The Road Home	Organization	1

**Objective 2:** Renovate emergency shelters and transitional housing facilities

**Objective 3:** Provide Shelter Plus Care or other permanent housing for homeless persons with disabilities

**Objective 4:** Provide employment and other life skill training and counseling

**Objective 5:** Develop new or rehabbed service-enriched housing units

**Objective 6:** Develop new or rehabbed scattered-site transitional housing units (HOME Funds)

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Housing Opportunities Inc	Housing Units	1

**Objective 7:** Create one new Continuum of Care services-only program

### Priority 2: Special Populations

**Objective 1:** Provide operational support for 2 beds of congregate, transitional housing for persons with HIV/AIDS

**Objective 2:** Provide direct services for persons with HIV/AIDS, including housing assistance, supportive services and linkages to medical support

**Objective 3:** Create an improved housing information system for use in housing and case management for persons with HIV/AIDS

**Objective 4:** Provide housing counseling services to frail elderly persons

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Lifecare (SHHIP)	Elderly	15

**Objective 5:** Provide home repair services to frail elderly persons and handicapped.

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Lifecare (SHHIP)	Elderly	15
ASSIST	Elderly/Handicapped	35

**Objective 6:** Provide home repair and accessibility upgrade services to persons with disabilities

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
ASSIST	Elderly/Handicapped	35

**Objective 7:** Create one new Continuum of Care services-only program

### **Priority 3: Improve Affordable Housing Opportunities**

**Objective 1:** Develop new and rehabilitated housing units suitable for home ownership by persons with low and moderate incomes.

**Objective 2:** Assist low income and moderate income renters in making the transition to owner occupancy.

**Objective 3:** Help low-income homeowners maintain ownership of their homes.

**Objective 4:** Provide supportive services for very low-income and low-income renters that will enable them to find and keep affordable units.

**Objective 5:** Promote fair housing.

**Objective 6:** Develop and support comprehensive efforts to revitalize neighborhoods while also expanding economic opportunities.

**Objective 7:** Reduce blighting influences in residential neighborhoods.

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Blight Prevention Grants	Houses	100
Code Enforcement	Organization	1

### **Priority 4: Other Community Needs**

**Objective 1:** Install missing or inadequate infrastructure

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
8800 South Street Reconstruction	People	400

**Objective 2:** Provide social services and constructive activities for at-risk children and youth

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Crisis Nursery	Organization	1
Parental Counseling	Organization	1

**Objective 3:** Promote industrial and commercial redevelopment by assembling land and/or improving site and infrastructure conditions

**Objective 4:** Encourage microenterprises and small business development within the City

**Objective 5:** Provide public improvements to support revitalization of neighborhood business districts

**Objective 6:** Provide planning and administration for the CDBG Program

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Sandy City	Employees	1

**Objective 7:** Create new recreation opportunities in eligible LMI areas

**Objective 8:** Provide emergency food supplies for at-risk, Low- and Moderate Income households

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
South County Food Pantry	Organizations	2
Utah Food Pantry	Organizations	

**Objective 9:** Provide counseling services for victims of domestic violence and witnesses to domestic violence

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
VISIONS	Organizations	1

**Objective 10:** Provide basic legal services for battered spouses

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Legal Aide Society of SLC	Organizations	1

**Objective 11:** Provide temporary emergency shelter for battered spouses and their children

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
South Valley Sanctuary	Organizations	2
YWCA Women's Shelter	Organizations	

**Objective 12:** Provide improved handicapped access for Senior Citizens who attend the Senior Center

**Objective 13:** Provide crime prevention education and enhanced police services to the Historic Sandy Area

<u>Program</u>	<u>Indicator</u>	<u>2004 Goal</u>
Sandy City Police	Police Officers	1

### **Program Descriptions - Table 3 (listed alphabetically)**

Detailed descriptions of each program to be funded in FY 2004-05 are on the following pages. The programs are listed in numerical order by project ID of the program. Each program description and layout was created with the Community 2020 Program provided by the U.S. Department of Housing and Urban Development (HUD Table 3),

U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
<b>0002</b>	<b>ASSIST</b>	14A Rehab; Single-Unit Residential	CDBG	\$ 30,000
	Housing		ESG	\$ 0
			HOME	\$ 0
		570.202	HOPWA	\$ 0
	Provide emergency home repair grants for eligible households. Also to provide handicapped accessibility improvements and design assistance.	15 Housing Units	TOTAL	\$ 30,000
			Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(3) - Low / Mod Housing  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Community Wide

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0022	<b>Code Enforcement Officer</b>	15 Code Enforcement	CDBG	\$ 40,568
			ESG	\$ 0
	Other	570.202 (c)	HOME	\$ 0
			HOPWA	\$ 0
		1 Organizations		
	Provide for Code Enforcement in target neighborhoods to reduce the effects of blight on existing housing stock. Activity is partnered with other city programs and funding sources. LMI households will have access to these resources to assist with compliance with City codes.		TOTAL	\$ 40,568
			Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(1) - Low / Mod Area  
 Subrecipient: Local Government  
 Location(s): Community Wide

U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0021	<b>Community Health Center</b>	05M Health Services	CDBG	\$ 1,386
			ESG	\$ 0
	Public Services	570.201(e)	HOME	\$ 0
			HOPWA	\$ 0
	It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.	15 People (General)	TOTAL	\$ 1,386
	Provide prenatal care to low and moderate income women, primarily minorities, who do not have insurance. Program ensures that healthy babies are born, and mothers are taught basic health and care principles for the care of a newborn child.		Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses

8446 S Harrison St, Midvale, UT 84047

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
<b>0016</b>	<b>Comprehensive Housing and Financial Counseling</b>	05K Tenant/Landlord Counseling	CDBG	\$ 3,000
			ESG	\$ 0
		HOME	\$ 0	
	Public Services	570.201 (e)	HOPWA	\$ 0
	It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the allotment under the funding cap.	50 People (General)	TOTAL	\$ 3,000
			Total Other Funding	\$ 0

Provide counseling services to tenants who are at risk of losing their apartment due to failure to pay rent because of poor budgeting skills. Provide referrals to affordable housing units. Also provides teaching sessions on how to create a budget.

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Help the Homeless?	No	Start Date: 07/01/04
Help those with HIV or AIDS?	No	Completion Date: 06/30/05
Eligibility:	570.208(a)(2) - Low / Mod Limited Clientele	
Subrecipient:	Subrecipient Private 570.500(c)	
Location(s):	Addresses	
764 South 200 West, Salt Lake City, UT 84101		

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
<b>0018</b>	<b>Crisis Nursery</b>	05L Child Care Services	CDBG	\$ 4,000
	Public Services		ESG	\$ 0
			HOME	\$ 0
		570.201(e)	HOPWA	\$ 0
	It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.	50 Youth	TOTAL	\$ 4,000
			Total Other Funding	\$ 0

Provide emergency child care services for families who need to go to work and the original child care provider fell through.

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses

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 75 West Center Street, Midvale, UT 84047  
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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0012	<b>Emergency Winter Housing</b>	05 Public Services (General)  570.201(e)	CDBG	\$ 2,900
			ESG	\$ 0
			HOME	\$ 0
			HOPWA	\$ 0
		200 People (General)	TOTAL	\$ 2,900
	Public Services		Total Other Funding	\$ 0
	<p>It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.</p> <p>Provide emergency winter shelter needs for the homeless. During the colder winter months, an emergency shelter with only the very basic facilities is provided for the homeless to prevent death, illness, etc.</p>			

Help the Homeless? Yes                      Start Date: 07/01/04  
 Help those with HIV or AIDS? Yes                      Completion Date: 06/30/05

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Eligibility:                      570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient:                      Subrecipient Private 570.500(c)  
 Location(s):                      Addresses

210 West Rio Grande Street, Salt Lake City, UT 84101

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
<b>0007</b>	<b>Historic Sandy Police Officer</b>	05I Crime Awareness	CDBG	\$ 5,000
			ESG	\$ 0
	Anti-Crime Programs	570.201(e)	HOME	\$ 0
			HOPWA	\$ 0
	The City seeks to reduce the poverty cycle by improving the crime prevention activities in the high crime areas. Effective crime prevention through community oriented policing, creating new police substations in high crime areas, placement of officers in homes within high crime areas are some of the implementation techniques to be used to further this objective.	5000 People (General)	TOTAL	\$ 5,000
			Total Other Funding	\$ 0
	<p>Program consists of locating a community police officer in Historic Sandy, the largest concentration of LMI in the community. This officer would provide a local source of crime prevention, suppression and education on crime prevention techniques.</p>			

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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Eligibility: 570.208(a)(1) - Low / Mod Area  
 Subrecipient: Local Government  
 Location(s): CT & BG's

CT: 112700 BG: 0 County: 49035

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0011	<b>Homeless Shelter Operations</b>  Public Services  It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.  Provide homeless shelter services for homeless people from Salt Lake County. Counseling services, meal preparation and other similar services are provided.	05 Public Services (General)  570.201(e)  200 People (General)	CDBG	\$ 7,500
			ESG	\$ 0
			HOME	\$ 0
			HOPWA	\$ 0
			TOTAL	\$ 7,500
			Total Other Funding	\$ 0

Help the Homeless? Yes      Start Date: 07/01/04  
 Help those with HIV or AIDS? Yes      Completion Date: 06/30/05

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 Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses  
  
 210 West Rio Grand Street, Salt Lake City, UT 84101  
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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0010	<b>Legal Aide Society of Salt Lake</b>	05C Legal Services	CDBG	\$ 12,000
			ESG	\$ 0
	Public Services	570.201(e)	HOME	\$ 0
			HOPWA	\$ 0
	It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.	40 People (General)	TOTAL	\$ 12,000
			Total Other Funding	\$ 0

Provide no-cost legal counsel for domestic abuse victims who need protective orders and other similar legal assistance.

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses

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 225 South 200 East, Salt Lake City, UT 84111  
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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0020	<b>Planning &amp; Capacity Building</b>	20 Planning	CDBG	\$ 35,000
			ESG	\$ 0
	Planning		HOME	\$ 0
		570.202	HOPWA	\$ 0
	The city has set goals to improve the overall planning process by updating the City's General Plan, Housing Studies, and information dissemination to the residents. Additionally, to complete a vacant land study, review of other development or redevelopment opportunities for all land use classifications so that the needs of all residents, including low/mod income groups, are met.	1 Organizations	TOTAL	\$ 35,000
	Provide basic funding for City Planning activities that are eligible under the CDBG program. Examples of eligible activities include preparation/update of the City's General Plan, Statistical Analysis, and the Preparation of the Annual Update to the Analysis of Impediments.		Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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Eligibility:  
 Subrecipient: Local Government  
 Location(s): Addresses  
  
 10000 Centennial Parkway, Sandy, UT 84070

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0001	<b>Program Administration</b>	21A General Program Administration	CDBG	\$ 50,000
	Planning & Administration	570.206	ESG	\$ 0
			HOME	\$ 0
			HOPWA	\$ 0
	Provide basic administrative funding for operating the CDBG program and other community development activities assisted in whole or in part with funds provided under the CDBG or HOME programs	1 Organizations	TOTAL	\$ 50,000
		Other Funding	\$ 0	Total

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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 Eligibility:  
 Subrecipient: Local Government  
 Location(s): Addresses  
 10000 Centennial Parkway, Sandy, UT 84070-4148  
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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0006	<b>Section 108 Loan Scheduled Repayment</b>	19F Repayments of	CDBG	\$ 238,182
		Section 108 Loan	ESG	\$ 0
	Other	Principal	HOME	\$ 0
			HOPWA	\$ 0
		570.705 (c)		
	Principal and interest payment for		TOTAL	\$ 238,182
	the Section 108 loan that was used to	0 N/A		
	construct the Senior Center. This		Total Other Funding	\$ 0
	amount is based upon the established			
	amortization schedule.			

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility:  
 Subrecipient: Local Government  
 Location(s): N/A

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0003	<b>Senior Handicapped Home Improvement Program (SHHIP)</b>  Housing  Provide very minor home repair services for the elderly and handicapped, especially those who have physical limitations. Projects are very minor in nature, generally costing less than \$100 per occurrence.	14A Rehab; Single-Unit Residential	CDBG	\$ 5,000
			ESG	\$ 0
			HOME	\$ 0
		570.202	HOPWA	\$ 0
		20 Housing Units	TOTAL	\$ 5,000
			Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(3) - Low / Mod Housing  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Community Wide

U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
<b>0017</b>	<b>South County Food Pantry</b>	05 Public Services (General)  570.201(e)	CDBG	\$ 4,200
			ESG	\$ 0
			HOME	\$ 0
			HOPWA	\$ 0
		300 People (General)	TOTAL	\$ 4,200
	Public Services		Total Other Funding	\$ 0
	<p>It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.</p> <p>Provide emergency 3-day food supply.</p>			

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses

8446 South Harrison, Midvale, UT 84047

U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0015	<b>South Valley Sanctuary</b>  Public Services  It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.	05 Public Services (General)  570.201(e)	CDBG	\$ 10,000
			ESG	\$ 0
			HOME	\$ 0
		30 People (General)	HOPWA	\$ 0
			TOTAL	\$ 10,000
			Total Other Funding	\$ 0

Provide emergency shelter for battered women and their children on a short term basis.

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Suppressed

U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
<b>0005</b>	<b>Transitional House Maintenance</b>	14A Rehab; Single-Unit Residential	CDBG	\$ 5,000
	Housing		ESG	\$ 0
			HOME	\$ 0
		570.202	HOPWA	\$ 0
	Provide repairs and upgrades to existing transitional housing unit for the homeless.	1 Housing Units	TOTAL	\$ 5,000
			Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(3) - Low / Mod Housing  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses

8831 South 220 East, Sandy, UT 84070

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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0013	<b>Transitional Housing</b>  Public Services  It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.	05 Public Services (General)	CDBG	\$ 3,764
			ESG	\$ 0
			HOME	\$ 0
		570.201(e)	HOPWA	\$ 0
		6 Households (General)	TOTAL	\$ 3,764
			Total Other Funding	\$ 0

The City owns 4 transitional housing units which are maintained by the Housing Authority for the County of Salt Lake, and Client Services and Selection are provided by the Road Home. Funding pays for counseling services to help the families move to a permanent housing solution.

Help the Homeless? Yes Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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 Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses  
  
 8831 South 220 East, Sandy, UT 84070  
 8821 South 360 East, Sandy, UT 84070  
 8823 South 360 East, Sandy, UT 84070  
 672 East 8800 South, Sandy, UT 84070  
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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0008	Utah Food Bank	05 Public Services (General)	CDBG	\$ 7,500
	Public Services		ESG	\$ 0
			HOME	\$ 0
		570.201(e)	HOPWA	\$ 0
	It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.	14000 People (General)	TOTAL	\$ 7,500
			Total Other Funding	\$ 0
	Provide food distribution supplies and materials			

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses

1025 South 700 West, Salt Lake City, UT 84104

U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
<b>0014</b>	<b>VISIONS</b>	05N Abused and Neglected Children	CDBG	\$ 5,000
	Public Services		ESG	\$ 0
			HOME	\$ 0
		570.201(e)	HOPWA	\$ 0
	It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.	25 People (General)	TOTAL	\$ 5,000
			Total Other Funding	\$ 0

Provide counseling services to child witnesses of domestic violence. VISIONS will assist the children and non-offending parent to develop a safe living environment, reduce risk, and break the generational cycle of abuse.

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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 Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses  
  
 8184 South Highland Drive #C4, Sandy, UT 84093  
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U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0009	<b>YWCA Battered Women and Children's Shelter</b>	05G Battered and Abused Spouses	CDBG	\$ 5,000
			ESG	\$ 0
			HOME	\$ 0
		570.201 (e)	HOPWA	\$ 0
		50 People (General)	TOTAL	\$ 5,000
	Public Services		Total Other Funding	\$ 0
	<p>It is not intended that Sandy City become a full public service City, but rather continue to contract with subrecipients to provide necessary public services, such as a food bank, legal aid, domestic abuse victim counseling, homeless facilities, and so on. Current goals are to continue to provide funding to these activities and utilize the full allotment under the funding cap.</p> <p>Provide emergency shelter to battered women and children. Some counseling services provided, as well as referrals to other safe places.</p>			

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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 Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses  
  
 322 East 300 South, Salt Lake City, UT 84111

U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0023	8800 South Street Reconstruction	03L Sidewalks	CDBG	\$ 85,171
			ESG	\$ 0
	Infrastructure	570.201(c)	HOME	\$ 0
			HOPWA	\$ 0
	The City seeks to install missing or severely damaged infrastructure built prior to 1975 to improve the overall quality of life in residential neighborhoods, improve pedestrian and traffic safety in all areas of the City, and to promote additional commercial development.	400 People (General)	TOTAL	\$ 85,171
			Total Other Funding	\$ 0
	Reconstruct a 2 block section of 8800 South Street between 120 East and 180 East to make the area ADA compliant. Intersections are major street crossing points for elementary school kids, and damaged or incomplete sidewalk makes it difficult or impossible to traverse for handicapped individuals.			

Help the Homeless? No Start Date: 07/01/04  
 Help those with HIV or AIDS? No Completion Date: 06/30/05

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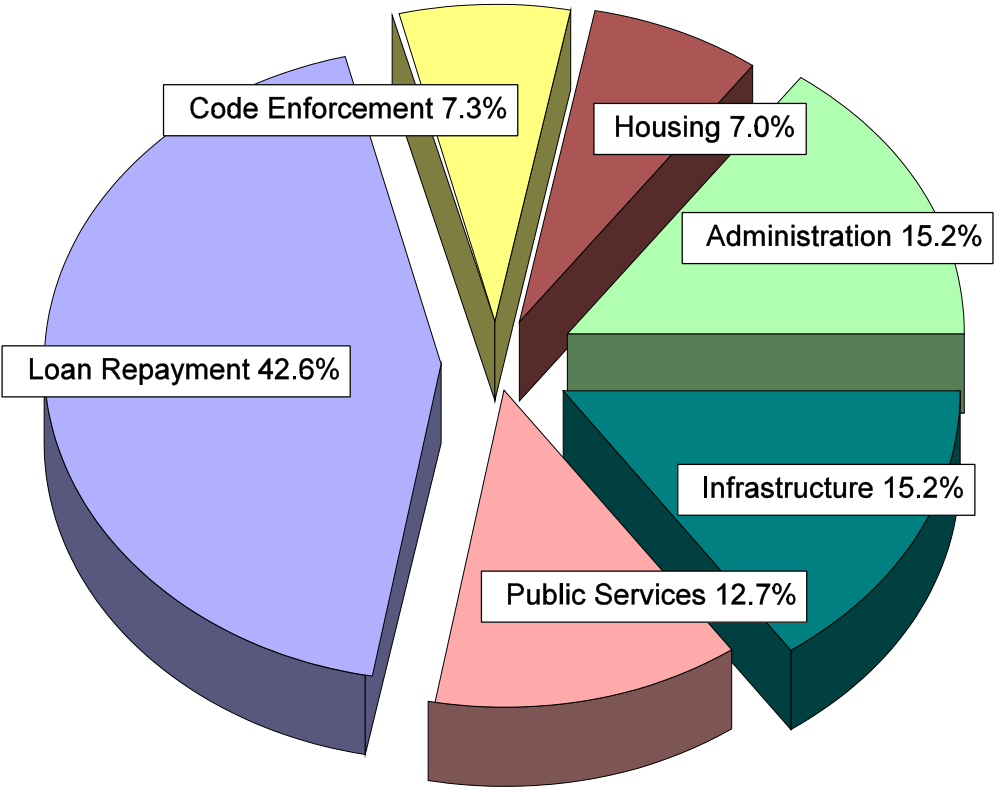
Eligibility: 570.208(a)(1) - Low / Mod Area  
 Subrecipient: Local Government  
 Location(s): Addresses  
 120 East 8800 South, Sandy, UT 84070

## **FY 2004-05 CDBG Adopted Budget**

<b>Funding Sources</b>	<b>Sub-Totals</b>	<b>Grand Total</b>
2004-05 CDBG Entitlement	\$475,000	
Program Income from Housing Rehab Program	\$0	
<u>Unprogrammed Funds</u>	<u>\$85,171</u>	
Total Available Funds		\$560,171
<i>Project Name</i>		
<b>Administration</b>		
Planning & Capacity Building	\$35,000	
<u>Administration</u>	<u>\$50,000</u>	
<b>Subtotal</b>	<b>\$85,000</b>	
<b>Housing Programs</b>		
ASSIST	\$30,000	
Senior Handicapped Home Improvement (SHHIP)	\$5,000	
<u>Transitional Home Maintenance</u>	<u>\$5,000</u>	
<b>Subtotal</b>	<b>\$40,000</b>	
<b>Miscellaneous</b>		
8800 South Street Reconstruction	\$85,171	
<u>Section 108 Loan Payment (scheduled)</u>	<u>\$238,182</u>	
<b>Subtotal</b>	<b>\$323,353</b>	
<b>Code Enforcement</b>		
<u>Code Enforcement Officer</u>	<u>\$40,568</u>	
<b>Subtotal</b>	<b>\$40,568</b>	
<b>Public Services</b>		
Historic Sandy Police Officer	\$5,000	
Utah Food Bank	\$7,500	
YWCA Women's Shelter	\$5,000	
Legal Aide Society of Salt Lake	\$12,000	
Homeless Shelter Operations	\$7,500	
Emergency Winter Housing	\$2,900	
Transitional Housing	\$3,764	
VISIONS	\$5,000	
South Valley Sanctuary	\$10,000	
Comprehensive Housing/Financial Counseling	\$3,000	
South County Food Pantry	\$4,200	
Crisis Nursery	\$4,000	
<u>Community Health Center</u>	<u>\$1,386</u>	
<b>Subtotal</b>	<b>\$71,250</b>	
<b>GRAND TOTAL OF FUNDED ACTIVITIES</b>		<b>\$560,171</b>

Budget Breakdown by Category

FY2004-05



## **Expenditure Limits**

### Calculation of Allowable Percentages for Expenditures

The Community Development Block Grant program provides spending limits based upon categories of activities. A participating jurisdiction may not exceed these spending limits without approval from the U.S. Department of Housing and Urban Development and only under exceptional circumstances. Such circumstances could include a natural disaster or other major disaster event within a community that stretches the area's ability to respond.

### **Administration**

A participating jurisdiction may not budget or spend more than 20% of the overall grant amount for administration of approved projects for the program year. For this action plan, Sandy City is limited to no more than 20% of \$475,000 or \$95,000. Sandy City has budgeted \$85,650 or 18.03% of the grant amount to undertake administrative functions to carry-out the approved activities for this program year.

### **Public Service**

A participating jurisdiction may not budget or spend more than 15% of the overall grant amount for Public Service activities during a program year. For this action plan, Sandy City is limited to no more than 15% of \$475,000 or \$71,250. Sandy City has budgeted \$71,250 or 15% of the grant amount to undertake public service activities for this program year.

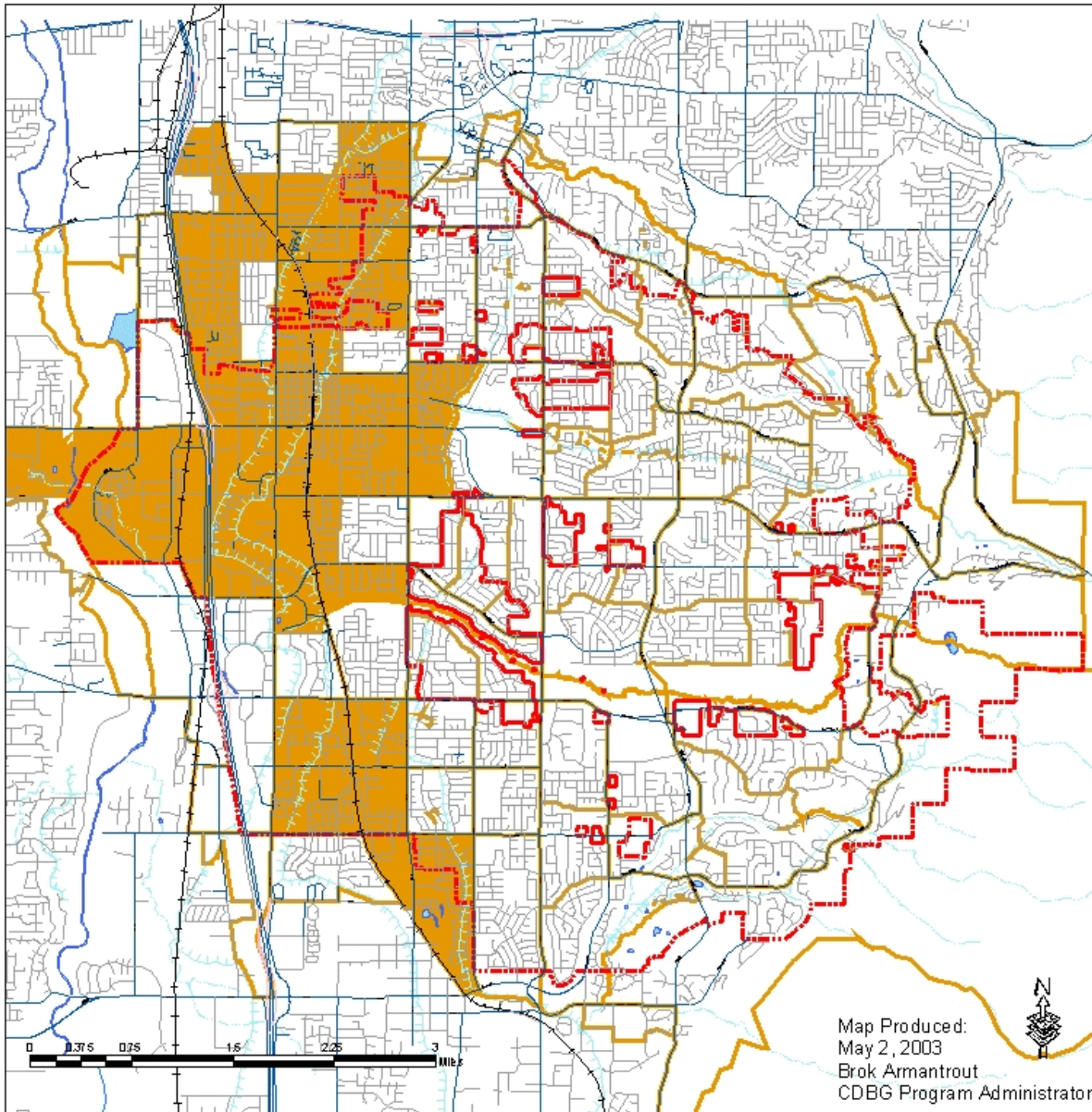
### **Remaining Projects**

A participating jurisdiction is not limited in the percentage of the overall grant amount that it may budget for other eligible activities that are not characterized as Administration or Public Service activities. Sandy City has budgeted \$403,271 for this budget year.

## **Geographic Distribution**

Sandy City has been classified as an "exception" community with regards to eligible areas for receipt of CDBG eligible projects. The threshold for Sandy City is 32.5% LMI within a census tract. Generally speaking, the eligible LMI areas lie west of 700 East street, and contain all but one residential neighborhood in this area. The map on the following page best illustrates eligible areas for funding.

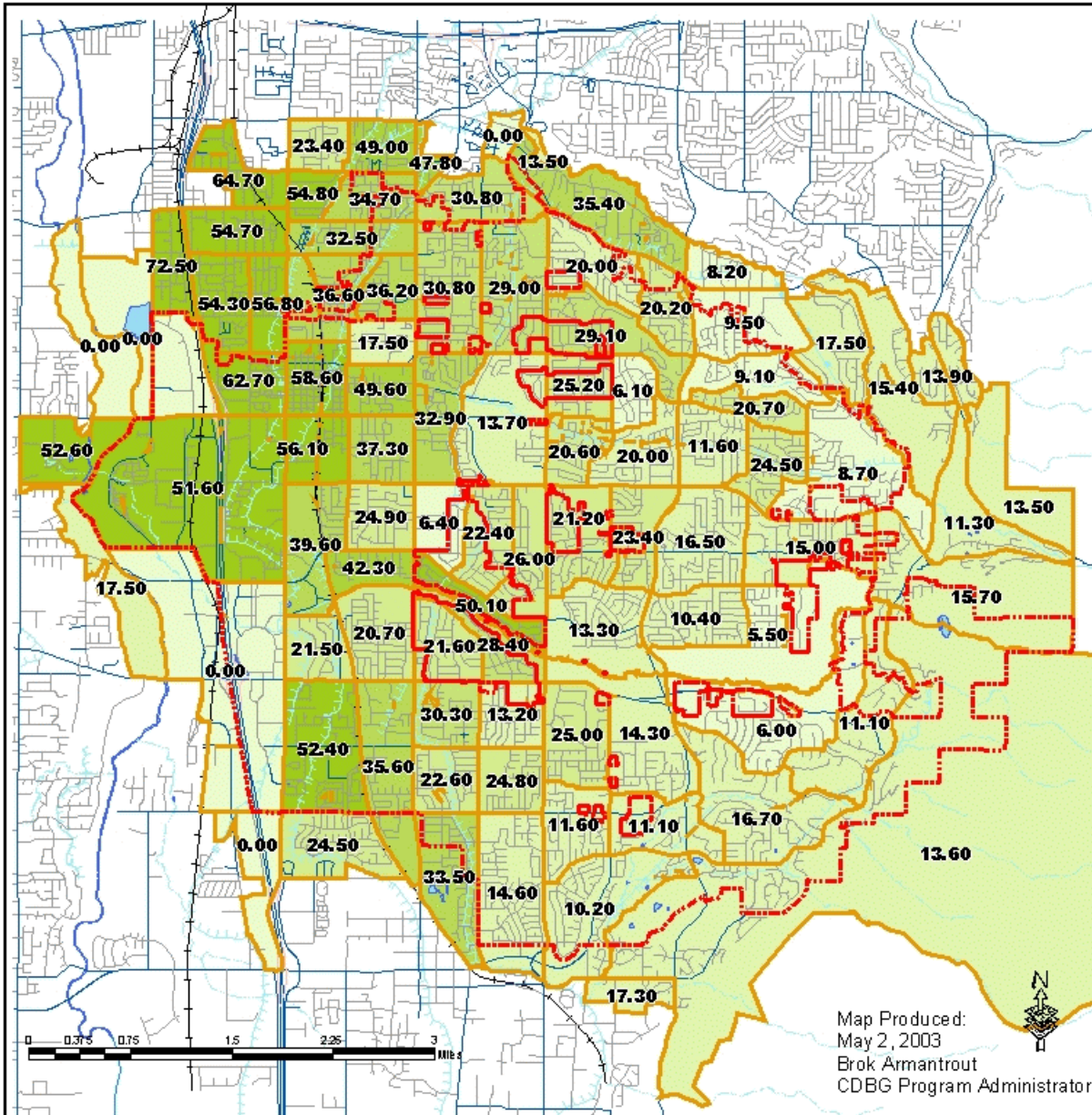
## Designated Areas of Low and Moderate Income



Areas marked in Tan meet or exceed the Exception Threshold of 32.5% low or moderate income population within each census block group. These areas are eligible for CDBG funded projects for infrastructure activities.



## Low and Moderate Income Percentages by Census Tract



The darker the shading, the higher the percentage of low or moderate-income households within the census block group. The number in BOLD represents the percentage of LMI within that census block group.

## Homeless and Other Special Needs

### Homeless Individuals and Families in Salt Lake County

The 2000 Census did not identify the number of homeless individuals within Sandy City. Because the consolidation of services and facilities located within central Salt Lake City, the homeless population is deemed to be a county-wide population base, and not an individual participating jurisdiction geographic location base.

- Estimating the size of the homeless population is particularly difficult due to the high turnover in the population, the logistics of locating and counting homeless persons, and the seasonality of the homeless count. Several federal, state and local agencies plus advocacy groups have approached this enumeration problem in a variety of ways. In Utah, the most widely accepted methodology for counting the homeless is, first to determine the number of sheltered homeless from surveys of direct service providers and then apply an “unsheltered” ratio to derive the total sheltered and unsheltered homeless population. The unsheltered ratio was developed in *The 1995 Utah Homeless Survey* by the University of Utah, which showed that 66.5 percent of homeless were living in shelters and 33.5 percent were unsheltered.
- Using the sheltered/unsheltered methodology the number of homeless in Salt Lake County is estimated to be between 1,300 and 1,400 people; approximately 900 sheltered and 450 unsheltered. An estimate of the composition of the homeless population is: 775 single men (59 percent), 115 single women (9 percent), 180 adults in families (14 percent), 240 children (18 percent). Included in this homeless population is 120 families. These estimates are taken from the *Consolidated Plan* for the State of Utah. The Salt Lake County *Continuum of Care Homeless Assistance* estimates the homeless population at about 1,500 single individuals and individuals in families.
- Using the *Consolidated Plan* estimates, the number of homeless in Salt Lake County has grown from 1,185 individuals in 1990 to 1,313 in 1998, an increase of about 10 percent. The relative stability of the homeless population is generally attributed to the robust local economy and very low rates of unemployment. During the decade the number of homeless single men—the largest segment of the homeless population---increased by only 7 percent. The most rapidly growing segment was homeless children. In 1990, there were 153 homeless children but by 1998 this number had increased by 57 percent to 241. The rapid increase in homeless children is reflected in the increase in the number of homeless families. The number of homeless families increased from 81 in 1990 to 120 in 1998, an increase of 48 percent.
- In the next decade changes in the homeless population will be determined by: (1) economic conditions, employment growth and the rate of unemployment, (2) the success of Salt Lake County’s Crusade for the Homeless and (3) implementation of objectives of the Long-Range Planning Committee for Homeless in Salt Lake County.

There is a relatively high probability that the Crusade for the Homeless and the strategies of the Long-Range Planning Committee will result in additional shelter space and transitional

housing.<sup>1</sup> Assuming that employment growth ranges between 2.5 percent and 4.0 percent and the rate of unemployment remains below 4.5 percent the homeless population, during the next decade, should remain relatively stable—between 1,200 and 1,400 individuals.

### **Income and Poverty**

The 2000 Census revealed that there were 3,347 persons in Sandy City living below the poverty line in 1999, or 3.8 percent of the persons for whom poverty status is determined. The total number of persons in poverty has increased by 206 individuals when compared to the 1990 Census, but has declined as a percentage of the overall population (down from 4.2%).

The economic boom of the past eight years has led to record low unemployment rates for the State of Utah and Sandy City, although the recent recession has shown an upward trend. It is not unreasonable to assume that the number of persons in Sandy City living below poverty has risen since the 2000 Census. There is no concentration of geographic areas within the community that consist of individuals in poverty. They are spread-out through the community

The poverty rate in the Sandy City is 3.8 percent. As in the tables below, income levels are spread evenly across all groups.

### **Poverty Status**

Persons Below Poverty	3,347	3.8%
Persons Above Poverty	84,912	96.2%

<b>Household Income</b>		<b>1990 Census</b>	<b>2000 Census</b>
Under \$10,000	746	4.2%	2.9%
\$10,000 to \$14,999	528	3.9%	2.1%
\$15,000 to \$24,999	1,433	9.2%	5.6%
\$25,000 to \$34,999	2,005	15.5%	7.8%
\$35,000 to \$49,999	3,750	27.3%	14.6%
\$50,000 to \$74,999	6,394	26.5%	24.9%
\$75,000 or More	10,822	13.4%	42.1%
Median Income		\$43,971	\$66,458

### **HIV/AIDS and Tuberculosis Population**

Statistics for persons with HIV/Aids and Tuberculosis are not available for individual communities, but are provided at the County level.

- Since 1983 the number of AIDS cases reported in the Salt Lake City/County Health District totals 1,339. The number of AIDS deaths over the same time period is 674. In 1999, an additional 110 AIDS cases and 42 HIV positive cases were reported in Salt Lake County. In the past few years the number of reported HIV/AIDS cases has slowed down from the peak

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<sup>1</sup>Of the \$40 million the Crusade hope to raise—to date \$7 million has been raised—\$6 million would be used as seed money for transitional housing while the interest on the \$34 million endowment would be given annually to any of the 20 Salt Lake County agencies that help the homeless.

period of 1993-1996. The decline in the number of AIDS cases, which is consistent with national trends, is mostly due to effective therapies that have slowed the progression of the disease from HIV positive status to AIDS.

- In the past few years the number of HIV Disease Living cases in Salt Lake County has been increasing at about 100 cases annually. The Department of Health Reports that the number of “cumulative HIV disease living cases” in Salt Lake County is currently at 937. As the treatment for AIDS has improved, the number deaths have declined while the number of cases reported has been relatively constant. Consequently, the rate of growth in the number HIV living cases has increased and should be expected to increase at a rate of 100 to 125 annually over the next decade. It is projected that by 2010 the “cumulative HIV living disease cases” in Salt Lake County could be as high as 2,500.
- A survey, conducted in 1997 for the HIV/AIDS Housing Plan Steering Committee, showed most individuals with HIV/AIDS prefer either to live alone or with spouse or partner. Shared housing with other HIV/AIDS individuals had some appeal to about one-third of the survey respondents. For these individuals, communal living would offer the support of others in similar situation.
- Survey results also show that only about 30 percent of those with HIV/AIDS own their homes. Most individuals with HIV/AIDS are renters. And most are low to moderate income households. Therefore, housing affordability is a significant issue with this segment of the HIV/AIDS population.
- The number of reported tuberculosis cases in Salt Lake County has declined during the 1990s; dropping from 42 cases in 1990 to 29 cases in 1995 to 23 cases in 1999. Since being listed by the Center for Disease Control (CDC) in 1991 as an outbreak area for tuberculosis the county has made substantial progress in reducing the incidence of TB.

## **Housing Outreach Efforts**

Targeted outreach to residents and tenants of public housing, manufactured housing, and other families assisted by public housing agencies will be conducted. Sandy City will provide technical assistance services either directly or through contract with local counseling services.

## **Needs of Public Housing**

Sandy City does not operate a public housing agency. All public housing functions are carried out through several local non-profit agencies, including the Housing Authority for the County of Salt Lake.

There is an increased need for housing assistance within Sandy City, specifically additional Section 8 vouchers, and the construction of additional lower-income housing choice for families and singles making between 60-80% of AMI for Salt Lake County.

Sandy City approved a 192 unit affordable housing apartment complex (Coppergate Apartments), with rents targeted to families and singles with incomes ranging between 30% to 60% AMI for Salt Lake County. The project was funded primarily with LITHC credits and other assistance from the Olene Walker Homeless Trust Fund. Sandy City Community Development Staff assisted with the rezoning of the property, and assisting the developer in obtaining the appropriate approvals through the Planning Commission and City Council. City Staff has also assisted the developer with issues relating to easements, relocation of utility lines, and the relocation of a ground-mounted billboard. It is anticipated that the project will be ready for occupancy for spring 2004.

Sandy City continues to support The Road Home in the Transitional Housing Program - a quasi-public housing program where the City assists in the purchasing of single family homes through the Housing Authority of Salt Lake County, and then providing funding to the Road Home to place families within the homes. The purpose of the program is to provide families with stable living environments, and provide them training on how to keep a home, maintenance, budgeting and other critical life skills.

Sandy City has also participated with the group "Habitat for Humanity" to construct 5 single family attached dwellings in the Hidden Creek subdivision, located near the River Oaks Golf Course at approximately 9500 South 600 West. Sandy City is providing additional funding from our FY003-04 HOME allocation, along with volunteer labor from the City's Employee Association to construct the 5 units. The HOME Funding is being used to complete the required landscaping of the units.

## **Anti-Poverty Strategy**

### **Anti-Poverty Strategy**

The City will target and assist those families in poverty or near poverty with the homebuyer assistance program (funded through the HOME program), and the many housing rehabilitation programs. City staff will coordinate with the agency that will administer the homebuyer assistance program and other non-profit agencies such as LifeCare and ASSIST to be sure that these housing activities are pursued and completed.

Many support services are available to the public through Salt Lake County, including aging services, senior centers and available programs, Economic Development - Community Resources, Human Services Department, Substance Abuse Services, Valley Mental Health and Youth Services Division. These services can help those who are in poverty and assist families to get out of poverty. These services can also advertise programs that will economically assist very-low and low-income households.

## **Lead-Based Paint Hazards**

### **Lead-Based Paint Hazards**

Buildings and structures that were constructed prior to 1978 have a potential to have been painted with lead-based paint. If these structures were demolished or remodeled, it has been determined by competent medical authority that such actions could expose persons to lead-based paint hazards that can have negative effects upon their health. Sandy City has created a database of known structures that were constructed prior to 1978, and has provided a detailed parcel map of such properties to agencies that provide housing rehabilitation services for Sandy City. The same map is also used by Building Permitting Staff to determine if additional safeguards are needed for owner-contractor remodeling or demolition of a residential structure. Removal or stabilization of lead-based paint is performed by certified contractors as per guidelines per safe work practices and others as established by Federal agencies.

The City will increase the awareness and communication among property owners and residents of hazards of lead-based paint. This will be accomplished through the use of printed and electronic media and the City's internet web site. Additional information is provided by the County Health Department, who has prepared a pamphlet explaining health hazards of lead-based paint, and what lead poisoning can result from. The City will continue to educate the public in regards to lead-based paint.

During the program year 2004-05, the City will complete the following actions concerning lead-based paint hazards:

- 3 Continue to review all building permits against our existing database of homes that are suspected or know to contain lead-based paint, and require mitigation or removal of any lead-based paint hazards in the identified homes.
- 3 Continue to provide pamphlets and newsletter articles to the public on what lead poisoning is, and what can be done to safely remove lead-based paint hazards.



## **Other Actions**

### **Obstacles to meeting underserved needs**

The City will expand their reach to those people who have underserved needs or special populations within the City. All comments from these special population groups will be accounted for and be examined to determine what priorities the City will take to increase their status. Funding allocations, social agency referrals or education may be solutions to their problems or issues.

### **Fostering and Maintaining Affordable Housing**

The City will take action during the next year to foster and maintain affordable housing. Some of the priorities may not be involved with affordable housing, but involve overall residential development that is important to Sandy City.

- 3 Promote to preserve and rehabilitate existing housing stock through the HOME Investment Partnership Act, the Olene Walker Trust Fund, the LifeCare Program, the ASSIST Emergency Home Repair Program, and other housing rehabilitation programs.
- 3 Encourage the upkeep, maintenance and rehabilitation of existing housing in the City. Promote increased awareness and communication among property owners and residents on the importance of property maintenance for long-term housing quality.
- 3 Maintain and enhance the quality of exisisting residential neighborhoods through residential code enforcement.
- 3 Promote the development of compatible mixed-use projects in order to create various interacting uses, which promote the efficient use of facilities and services. Mixed-uses may include residential, commercial and office uses and could compliment any suburban setting, with pedestrian connections between projects and mass transit.
- 3 Establish target areas for future housing rehabilitation and maintenance programs.

### **Removing Barriers to Affordable Housing**

Sandy City will complete the following activities to remove barriers to affordable housing:

- 3 Review development standards within the City's Land Development Code (zoning ordinance) to include provisions to facilitate affordable housing without diminishing quality. Standards that are scheduled to be reviewed and amended include increasing development density, building placement requirements, and creation of requirements that a percentage of units in a multifamily development be set aside for LMI populations.
- 3 Encourage the placement of a wide variety of housing types where applicable. This includes manufactures homes, condominiums, and multifamily housing developments.
- 3 Permit flexible development standards in planned unit developments that encourage housing development that meets the needs of the community. Such standards include clustering of

units, increased density based upon design criteria and other site development standards as appropriate.

- 3 Continue to promote housing programs that target residents with income under the 80 percent of County Median.
- 3 Support and explore the needs of housing advocacy groups and/or housing affordability boards that can fill a gap between developers and public agencies.

### **Developing Institutional Structure**

The Sandy City Community Development Department administers the CDBG Program. The City coordinates its activities with the other participating jurisdictions in the CDBG Program throughout Salt Lake County to enhance service delivery.

For the HOME Investment Partnership Program, Sandy City participates as a member of the Salt Lake County Consortium. Member jurisdictions include Sandy City, West Jordan City, West Valley City, City of Taylorsville, and the County of Salt Lake. Salt Lake County is the lead agency and coordinates annual budget and funding allocations for all member agencies.

A gap in the delivery system is the lack of coordination between nonprofit agencies, banks, developers, property owners and the City. Communication among these agencies and groups to improve service delivery and to develop new affordable housing programs is improving. The City will try to decrease this gap during the 2003-04 Program Year.

### **Coordination Between Public and Private Housing and Social Service Agencies**

Sandy City worked proactively with private housing and social service agencies who provide services within our community and county-wide to develop this action plan. These agencies include:

- 3 The Long Range Planning Committee for the Homeless
- 3 The Utah Chapter of NAHRO Executive Committee
- 3 The Road Home
- 3 Housing Authority of the County of Salt Lake
- 3 Housing Authority of West Valley City
- 3 Salt Lake Community Action Program

### **Public Housing Initiatives**

The City coordinates public housing improvements and initiatives with the Housing Authority of the County of Salt Lake on an annual basis. The Housing Authority currently owns and operates three units of transitional housing for homeless persons within Sandy, and has recently purchased a fourth unit. The new unit will be remodeled to have four bedrooms to accommodate larger families from The Road Home, who provides clients for the Housing Authority for occupancy of the transitional housing units.

The Housing Authority also operates the Section 8 Housing Program, and administers vouchers

for rent. Due to the higher amount of rent charged by area apartment complexes, the eligible areas for vouchers lie within the Historic Square Mile of Sandy City. Under the Section 8 program, tenants are required to pay 30 percent of their family income for rent and HUD Pays the balance of the contract rent to the owner of the rental unit. Rental assistance payments are made directly to private owners who lease their units to very low and low income families. The rent is based on the number of bedrooms and the Fair Market Rent established for the Salt Lake County MSA.

Sandy City is committed to increasing the number of transitional housing units throughout the community, and continually evaluates the housing market for homes that may become available within a target range of available funds.

The City will continue to monitor the existing public housing within the city for compliance with housing maintenance and appearance standards. The preservation of existing public housing stock is of continual importance to the City.

#### **Assist “Troubled” Public Housing Agencies**

There are no public housing agencies located within Sandy City. The Housing Authority of the County of Salt Lake provides county-wide housing services. It has not been identified as a “troubled” agency.

#### **Citizen Participation**

Sandy City adopted a citizen participation plan in 1995 compliant with guidelines set forth by the U.S. Department of Housing and Urban Development, and revised the plan with the FY03-04 Action Plan. A copy of the plan is included with this action plan.

Sandy City residents are encouraged to participate in City Council meetings, as well as Planning Commission meetings and CDBG Citizen Advisory Committee Meetings. At each City Council meeting, time is set aside to permit residents to comment or provide opinions about any city issue. The public may ask questions, criticize past actions, and offer ideas that will make Sandy City a better community. These comments are a good resource to assist in establishing future goals for the 5-Year Consolidated Plan and the Annual Action Plan.

If the City receives complaints or suggestions concerning any issue or funding listed in this plan, the City will respond in writing to that individual or agency within 15 days from the date the City receives the written complaint.

In compliance with the Americans with Disabilities Act, Sandy City will make reasonable accommodations for those individuals who are disabled and wish to participate in any public meeting. Such individuals can contact the City in advance to arrange for assistance. All public meetings are held in compliance with the Americans with Disabilities Act held at City Hall or other locales throughout the community.

## **Monitoring**

### **Monitoring**

The Community Development Block Grant Program Administrator will regularly monitor all projects and programs that are to be funded during FY04-05. Subrecipients and projects will be monitored to verify compliance with HUD regulations and relevant Federal statutes as applicable to the delivery of the program. Subrecipients will also be reviewed to verify consistency with the terms and goals of the 5 Year Consolidated Plan and Strategy. Monitoring consists of on-site visits once per year and technical assistance consultations as needed.

During FY03-04, Sandy City was monitored by HUD. One finding required that Sandy City create a more detailed monitoring schedule of subrecipients to ensure that all federal guidelines are met or exceeded, and to ensure that federal dollars are being spent legally. To comply with the HUD Monitoring letter requirement, Sandy City has prepared a detailed monitoring visit schedule, complete with the type of visit (financial, program delivery, or combination) and have sent this schedule to each subrecipient.

## Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** - It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction-;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other

appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying --** To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** - The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** - The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** - It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
May 5, 2004

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor  
Title

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, R certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available;
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2004 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a

facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with the requirements of 24 CFR §570.608;

**Compliance with Laws --** It will comply with applicable laws.

_____ Signature/Authorized Official	_____ May 5, 2004 Date
--	------------------------------

_____ Mayor Title
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**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
May 5, 2004  
Date

\_\_\_\_\_  
Mayor  
Title

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
May 5, 2004  
Date

\_\_\_\_\_  
Mayor  
Title

## ESG Certifications

The Emergency Shelter Grantee certifies that:

**Major rehabilitation/conversion** -- It will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 10 years. If the jurisdiction plans to use funds for purposes less than tenant-based rental assistance, the applicant will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 3 years.

**Essential Services** -- It will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure as long as the same general population is served.

**Renovation** -- Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** - It will assist homeless individuals in obtaining appropriate supportive services, including permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living, and other Federal State, local, and private assistance.

**Matching Funds** -- It will obtain matching amounts required under §576.71 of this title.

**Confidentiality** - It will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** - To the maximum extent practicable, it will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, operating facilities, and providing services assisted through this program.

**Consolidated Plan** -- It is following a current HUD-approved Consolidated Plan or CHAS

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
May 5, 2004

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor  
Title

## HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
May 5, 2004  
Date

\_\_\_\_\_  
Mayor  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

#### A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
4. For grantees who are individuals, Alternate II applies. (Not applicable jurisdictions.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation. State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Sandy City Hall
10000 Centennial Parkway
Sandy, UT 84070-4148

Check ☐ if there are workplaces on file that are not identified here; The certification with regard to the drug-free

workplace required by 24 CFR part 24, subpart F.

9. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

# Citizen Participation Plan



**Prepared by:**

CDBG Citizens Advisory Committee

**Committee Staff:**

Brok Armantrout  
CDBG Program Administrator  
10000 Centennial Parkway  
Sandy, UT 84070





## **Introduction**

Sandy City is required by law to have a detailed Citizen Participation Plan, which contains the City's policies and procedures for public involvement in the Consolidated Plan process and the use of CDBG money. This Citizen Participation Plan must be available to the public.

## **Encouraging Public Participation**

The law requires that our Citizen Participation Plan both provides for and encourages public participation, emphasizing involvement by low and moderate-income people, especially those living in low and moderate-income neighborhoods. Also, the U.S. Department of Housing and Urban Development (HUD) expects Sandy City to take whatever actions are appropriate to encourage participation of minorities, people who do not speak English, and people with disabilities.

Copies of this Citizen Participation Plan, as well as summaries of basic information about CDBG and the Consolidated Planning process are available in the languages of residents who comprise a significant portion of the low and moderate income population. Currently, Sandy City has materials in English. Residents needing materials in other languages are encouraged to contact City Community Development staff.

## **Participants in the Plan**

Many different groups are instrumental in the citizen participation plan process and in ensuring that its objectives are carried out. This section briefly identifies each group and their role in the process.

### **City Council**

As elected representatives of the citizens of Sandy City, is the policy making body and the ultimate authority in the citizen participation structure. City Council approves the budget for the federal grant programs (CDBG and any other special grant programs for which the City may make application) and thus is the final authority in all matters regarding the programs at the local level. All City Council meetings are open to the public except as limited by law. City Council meets in formal session on every Tuesday.

### **The Community Development Department**

This group represents the City Staff that is responsible for planning, implementing and assessing the federal grant dollars received by the City from the U.S. Department of Housing and Urban Development (HUD). The role of the Community Development Department is to advise City Administration and City Council on matters related to the federal grant programs and provide technical assistance and informational support to all other components of the Citizen Participation structure. The Community Development Department acts as a solicitor of citizen input and is responsible for ensuring compliance with the rules and regulations governing the federal grant programs administered on behalf of the City.

**CDBG Citizens Advisory Committee**

The City will utilize a CDBG Citizens Advisory Committee to review and analyze programs and services provided under the federal block grant programs. This committee will review proposals submitted for funding under the federal grant programs and assist in the development of plans required by HUD (as applicable). Staff will forward the recommendation of this committee to the City Council for final approval. The committee consists of no less than 7 nor more than 15 members. 2/3's of the committee members are appointed by the City Council, and 1/3 by the Mayor. The committee typically meets 8 times during the calendar year, including public hearings and field trips. All meetings are open to the public. Agendas are posted in City Hall, and the City Website.

**The Role of Citizens**

The primary purpose of the programs covered by this Citizen Participation Plan is to improve communities by providing: decent housing, a suitable living environment, and growing economic opportunities, all principally for low and moderate-income people.

Because the amount of federal CDBG money that Sandy City receives each year is primarily based upon the severity of both poverty and substandard housing conditions within the community, it is necessary that public participation genuinely involve low income residents who experience these conditions. Genuine involvement by low income people must take place at all stages of the process, including:

- 3 Identifying needs
- 3 Prioritizing identified needs and suggesting the types of programs to meet high-priority needs.

**The Various Stages of the Consolidated Plan Process**

The policies and procedures in this Citizen Participation Plan relate to several stages of action mentioned in law or regulation. In general, these stages or events include:

- 3 Identification of housing and community development needs.
- 3 Preparation of a draft use of funds for the upcoming year called the proposed Annual Action Plan or the development of the new five-year Consolidated Plan.
- 3 Formal approval by the City Council of a final Annual Action Plan or new five-year Consolidated Plan.
- 3 Occasionally during the year, it might be necessary to change the use of budgeted funds in an Annual Action Plan, or to change the priorities established in the five-year Consolidated Plan. In that case, a formal Substantial Change Amendment will be published for citizen input and acted upon by City Council if the necessary change meets the substantial change definition. After a program year is complete, an Annual Performance Report must be drafted for public review and comment and then sent to HUD.

## The Program Year

The program year chosen by Sandy City is July 1<sup>st</sup> through June 30<sup>th</sup> of the following year.

## PUBLIC NOTICE

### Items Covered by the Public Notice Requirement

There shall be advanced public notice one a federally required document is available, such as the Proposed Annual Action Plan or five-year Consolidated Plan, any proposed Substantial Amendment to the Action Plan or Consolidated Plan, and the Annual Performance Report.

In addition, there shall be advanced public notice of all public hearings relating to the funds or planning process covered by this Citizen Participation Plan.

### Public Notice

Advance notice will be given with enough lead-time for the public to take informed action! The amount of lead-time can vary, depending on the event. Specific amounts of time are given for different events later in this Citizen Participation Plan. The content of notices will give residents a clear understanding of the event being announced.

### Forms of Public Notice

- 3 Public notices will be published in the Salt Lake Tribune in the legal notice section
- 3 We may also use display ads and press releases in public service announcements.
- 3 Where applicable by the program being notices, we may also give notice through letters to neighborhood organizations, public housing representatives, and agencies providing services to lower income people.
- 3 Public Notices will be posted on the Sandy City web site at [www.sandy-city.net](http://www.sandy-city.net)
- 3 Notice will be sent to any person or organization requesting to be on a mailing list.

## PUBLIC ACCESS TO INFORMATION

As required by law, Sandy City will provide the public with reasonable and timely access to information and records relating to the data or content of the Consolidated Plan, as well as the proposed, actual, and past use of funds covered by this Citizen Participation Plan.

Also, as required by law, Sandy City will provide the public with reasonable and timely access to local meetings relating to the proposed or actual use of funds.

### Standard Documents

Standard documents include:

- 3 The proposed and final Annual Action Plans.
- 3 The proposed and final five-year Consolidated Plan
- 3 Proposed and final Substantial Amendments to either an Annual Action Plan or the five-year Consolidated Plan.
- 3 Annual Performance Reports
- 3 The Citizen Participation Plan.

### **Availability of Standard Documents**

In the spirit of encouraging public participation, a limited number of copies of standard documents will be provided to the public within three working days of a request. These materials will be available in a form accessible to persons with disabilities if requested. Electronic versions of these standard documents will be made available.

### **Places Where Standard Documents Are Available**

Standard documents will be available at the City's Community Development Office and at the City's internet website ([www.sandy-city.net](http://www.sandy-city.net)).

## **PUBLIC HEARINGS**

Public hearings are required by law in order to obtain the public's views and to provide the public with the City's responses to public questions and proposals.

Public hearings will be scheduled at all stages of the process, including at least a hearing about community needs, a public hearing to review proposed uses of funds, and a public hearing to assess how funds were spent during the previous program year.

The block grant budget is part of the City budget cycle, as such, the City will follow its public input schedule for the City budget.

### **Access to Public Hearings.**

Public hearings will be held only after there has been adequate notice as described in the Public Notice part of this Citizen Participation Plan, including publication in the legal notice section of the newspaper no less than 10 days prior to the public hearing.

Public hearings will be held at times and locations convenient to and accessible by people who might benefit the most from the use of funds.

### **Public Hearings and Populations with Unique Needs.**

All public hearings will be held at locations accessible to people with disabilities, and provisions will be made for people with disabilities when requests are made at least five working days prior to a hearing. Translators will be provided for people who do not speak English when requests are made at least seven working days prior to a hearing.

## THE STAGES IN THE PROCESS

### 1. Identifying Needs

In order to encourage public involvement, at least one public hearing to determine the specific needs and priorities identified by low and moderate-income people, will be held in a location other than the main City Administration building (city hall).

Public hearings about needs will be completed before a draft of the Annual Budget is published for comment, so that the needs identified can be considered by the City and addressed in the draft Annual Action Plan.

### 2. The Proposed Annual Action Plan (and/or five-year Consolidated Plan)

The law providing funds covered by this Citizen Participation Plan calls for improved accountability of jurisdictions to the public. In that spirit and in compliance with the terms of the law, Sandy City will use the following procedures:

#### A. General Information

At the beginning of this stage, Sandy City will provide the public with an estimate of the amount of CDBG funds it expects to receive in the upcoming year, along with a description of the range of types of activities that can be funded with these resources. Also, the public will be given an estimate of the amount of these funds, which will be used in ways that will benefit low and moderate-income people.

#### B. Anti Displacement Policy

The City has adopted an anti-displacement and relocation assistance plan. The City will make every attempt not to displace individuals or families as a result of projects funded with federal block grant funds. The City will replace all occupied and vacant occupiable lower income housing demolished or converted to a use other than lower income housing in connection with a project assisted with funds provided by federal block grant funds.

All replacement housing will be provided within three years after the commencement of the demolition or conversion. Before entering into a contract committing the City to provide funds for a project that will directly result in demolition or conversion, Sandy City will make public by publication in a newspaper of general circulation and submit to HUD the following information in writing:

- A description of the proposed assisted project.
- The address, number of bedrooms and location on a map of low income housing that will

be demolished or converted to a use other than low income housing as a result of an assisted project

- A time schedule for commencement and completion of the demolition or conversion.
- To the extent known, the address, number of bedrooms and relocation on a map of the replacement housing that has been or will be provided.
- The source of funding and a time schedule for the provision of the replacement housing.
- The basis for concluding that the replacement housing will remain low income housing for at least 10 years from the date of initial occupancy.
- Information demonstrating that any proposed replacement of housing units with smaller dwelling units (e.g., a two bedroom unit replaced with two one bedroom units), is appropriate and consistent with the housing needs and priorities identified by the City and included in the Consolidated Plan.

If the specific location of the replacement housing and other data in items 4 through 7 are not available at the time of the general submission, the City will identify the general location of such housing on a map and complete the disclosure and submission requirements as soon as the specific data is available. The Community Development Department is responsible for tracking the replacement of lower income housing and ensuring that it is provided within the required time period.

### **C. Technical Assistance**

City staff will work with organizations that represent low and moderate income people and who are interested in submitting a proposal to obtain funding for an activity. All potential applications for funding are encouraged to contact City staff for technical assistance before completing a proposal.

### **D. Availability fo the Proposed Annual Action Plan.**

The proposed Annual Action Plan will be made available to the public at least 30 days prior to approval of the final Annual Action Plan by City Council so that citizens will have a reasonable opportunities to examine it and to submit comments. A limited number of copies of the proposed Annual Action Plan will be made available to the public upon request and at the locations specified above in the section, *Public Access to Information*.

### **E. Public Hearing and Further Action**

In preparing the final Annual Action Plan, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the public hearing or submitted in writing during the review and comment period. The final Annual Action Plan will include all comments and explain why any comments were not accepted.

### **3. The “Final” Annual Action Plan and/or five-year Consolidated Plan**

A limited number of copies of the final Annual Action Plan and/or five-year Consolidated Plan will be made available to the public within three working days of request. In addition, copies will be available at the locations specified above in the section, *Public Access to Information*.

#### 4. Amendments to the Annual Action Plan and/or five-year Consolidated Plan

The final Annual Action Plan and/or five-year Consolidated Plan will be amended any time there is: a change in one of the priorities presented on the HUD required Priority Table; a change in the use of money to an activity not mentioned in the final Annual Action Plan and/or Consolidated Plan; or a change in the purpose, location, scope or beneficiaries of an activity.

#### Substantial Amendments

Any substantial change in the programs must be approved by City Council at a public hearing. It will then be submitted to HUD for informational purposes. The public hearing will be at a time and place that is conducive for the inclusion of all persons who would be affected by the change. In addition, any substantial change will be published in a newspaper of general circulation and citizens will be given 30 days to comment on the change(s). The following changes are considered substantial amendments:

- The proposed amendment requires prior HUD approval;
- The proposed amendment involves the transfer of funds of \$25,000 or more from one project to another;
- The amount involved in the proposed amendment exceeds 50% of the total project cost;
- The proposed amendment deletes an activity described in the Consolidated Plan;
- The proposed amendment changes the beneficiaries of an activity by more than 50%; or
- The proposed amendment adds an activity not described in the Consolidated Plan.

Any proposed amendment(s) to the approved Consolidated Plan that does not meet the above definition of a substantial change will be subject to the following procedures:

- The Community Development Block Grant Program Administrator may approve changes involving a cumulative amount of up to \$24,999 per line item. A record of the transaction will be included in the budget file.
- Any change that comes about as a result of a disaster declared by either the Mayor or the Governor shall be included and notice of change will be given to the public. However, in this case, the 30-day comment period is not applicable.

#### Public Notice and Public Hearing for Substantial Amendments

There must be reasonable notice of a proposed Substantial Amendment so that citizens will have an opportunity to review it and comment. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Substantial Amendments:

- A detailed written description of the proposed Substantial Amendment will be made available to the public within three working days of the request and copies will be available at the locations indicated earlier in this Citizen Participation Plan under *Public Access to Information*.
- The public hearing on the Substantial Amendment will take place after the public has had 30 days to review and comment on the proposed Substantial Amendment.

- In preparing a final Substantial Amendment, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the public hearing or submitted in writing during the review and comment period. The final Substantial Amendment will include all comments and explain why any comments were not accepted.

## The Annual Performance Report

Every year, Sandy City must submit to HUD an Annual Performance Report within 90 days of the close of the program year. In general, the Annual Performance Report must describe how funds were actually used and the extent to which these funds were used for activities that benefitted low and moderate-income people.

### Public Notice for the Annual Performance Report

There must be reasonable notice that an Annual Performance Report is available so that citizens will have an opportunity to review it and comment. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Annual Performance Reports:

- There will be a 15 day review and comment period for the Annual Report before it is submitted to HUD.
- A complete copy of the Annual Performance Report will be made available to the public within three working days of a request and at the locations indicated earlier in this Citizen Participation Plan under *Public Access to Information*.
- In preparing an Annual Performance Report for submission to HUD, careful consideration will be given to all comments and views expressed by the public. The Annual Performance Report sent to HUD will include all comments and explain why any comments were not accepted.

## COMPLAINT PROCEDURES

All complaints related to any phase of the programs covered under the Consolidated Plan should be delivered in writing to the Community Development Block Grant Program Administrator in the Community Development Department for Sandy City, Utah at 10000 Centennial Parkway, Sandy, Utah 84070. Complaints can also be mailed to the same address. All complaints will be given consideration and answered in writing within 15 days of their receipt by Sandy City.



## **CHANGING THE CITIZEN PARTICIPATION PLAN**

This Citizen Participation Plan can be changed only after the public has been notified of intent to modify it, and after the public has been given 30 days, from the date of publication, to review and comment on the proposed substantial changes to it.

This plan complies with section 91.105 of the Code of Federal Regulations.